

MINUTES OF THE GEOGRAPHIC AREA STAFF MEETING, 6 June 1955

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PRESENT:

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2. [REDACTED] commented that Ch/E has a copy of a report on a USSR Agriculture Panel that might be of value to D/GG.

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3. The Geographic Area participants in the 15 June exercise will meet this Wednesday at 2:30 P.M. in the Office of the AD/RR for a briefing. On 13 June they will be briefed by [REDACTED] and Colonel Buffington at 10:00 O'clock in [REDACTED] [REDACTED] commented that the participants will receive support from Washington during the three-day exercise period. The Geographic Area will have someone on duty at all times during the three-day period and in addition each Branch and each Division will have Watch Officers available near their telephone at all times. For people on duty in Washington the exercise on 15 June will consist only of leaving their building and standing by their assigned automobiles for a designated amount of time. Building 11, the Washington Auditorium and "M" Building will each plan their own evacuation procedures.

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4. [REDACTED] called attention to CIA Regulation 10-250 which restates CIA policies concerning outside activities of employees. The new policies are more thoroughly worked out than before and cover not only clearance of lectures, articles, etc. but also such things as the fact that medical care when on unofficial foreign travel must involve only approved Doctors and suitable precautions.

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5. An Office Notice concerning what should be reported in the ORR Daily Diary is being prepared by the EX/RR. [REDACTED] advised that in the meantime before publication of this notice he had ascertained the attitude of the AD/RR on this subject. In general, there are three types of activities that should be reported in the Diary:

DOCUMENT NO. 16
NO CHANGE IN CLASS
DECLASSIFIED
CLASS. CHANGED TO: [REDACTED]
NEXT REVIEW DATE: [REDACTED]
AUTH. [REDACTED]
DATE 12/76 REVIEWER 372044

~~CONFIDENTIAL~~

a) Discussions with people outside the Agency that involve possible future arrangements with Outside Agencies, having policy connotations or involving support to another Agency, b) other significant contacts with people outside the Agency, c) contacts with other parts of CIA that will affect planning or policy. The practical test to determine whether whether an item should be reported is to ask the question, "Should the AD/RR know about this?"--so that he will be aware of significant developments in the Geographic Area.

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6. [REDACTED] discussed a paper concerning Agency intelligence support for the Four-Powered Conference, which gives the framework of requirements for intelligence support of the U. S. Delegation to the Conference. [REDACTED] will ascertain what support D/GG can give and [REDACTED] will coordinate on the problem of map support. A question of State Department channels versus CIA channels was discussed and [REDACTED] will investigate the situation.

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7. [REDACTED] asked about progress on the revision of Geographic Area requirements for the Reading Panel. [REDACTED] said that [REDACTED] is coordinating the D/GG requirements. D/GC and D/GP have submitted their requirements to [REDACTED] to be incorporated in the total requirements. [REDACTED] estimated that the revised requirements will be ready before 21 July.

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8. [REDACTED] mentioned CIA Regulation 20-705, concerning Separation Actions, and suggested that it be read carefully. [REDACTED] said that not all people who leave the Agency secure clearance from D/GL on map loans before their departure. [REDACTED] suggested that this problem be brought to the attention of Management Staff.

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9. [REDACTED] recommended that Division Chiefs and Administrative Assistants read carefully CIA Regulation 45-270 concerning Accounting for Supplies.

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10. [REDACTED] reported that the Potential-Fire-Loss Survey of the Washington Auditorium has been made by [REDACTED], and that they apparently decided that the D/GL Area was all right but that the rest of the Auditorium was a fire hazard.

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11. [REDACTED] reported that the proposals for D/GG research are now in rough draft and should be completed in a week or two, ready for submission to Ch/G/RR.

12. The group discussed problems concerning reevaluation of functions of the Cartography Division.

13. Plans for a Geographic Area picnic were discussed and it was decided that a picnic should be held in September or October and also that it was desirable for food preparation to be handled by a caterer.

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14. [REDACTED] requested that the group consider during the next week the Geographic Area's relations with St/PC from the point of "what they do for us, what they are not doing and could do, and what they are not doing and need not do." This will be discussed at the next staff meeting.

15. A budget meeting will be held next Thursday at 3:30 P.M. in Room 1116 "M" Building, with [REDACTED] present to discuss budget preparation for FY 1957.

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